

# BUILDING PERMIT REQUIREMENTS: ESPRESSO STANDS

## NEW CONSTRUCTION OF AN ESPRESSO STAND

### COMPLETE BUILDING PERMIT SUBMITTAL FOR EACH BUILDING SHALL INCLUDE:

1. Building Permit Application and Construction Permit Application if applicable.
2. The applicant shall submit **five (5)** complete sets of plans containing architectural, structural, civil, landscaping, sprinkler, electrical, and mechanical plans.
3. Where specifications supplement construction drawings, submit two (2) copies.
4. Stress/structural calculations and geotechnical report, if required submit two (2) copies.
5. Storm Drainage Analysis (TIR) in accordance with City Ordinance, if required submit two (2) copies.
6. A Fill Source Statement certified by a professional engineer licensed in the State of Washington on appropriate City form (one copy) if:
  - The property is located in Zone 1 of the Aquifer Protection Area and the volume of imported fill will exceed 50 cubic yards; or
  - The property is located in Zone 2 of the Aquifer Protection Area and the volume of imported fill will exceed 100 cubic yards.

Refer to the form entitled “Fill Source Statement” for more information. Contact the Development Services Division to determine if your project site is in the Aquifer Protection Area (APA).

7. A Special Inspection Authorization Form.
8. An NREC Energy Code Checklist is required for non-residential buildings that will be heated. (One copy)
9. If this is a manufactured structure, it must contain Dept. Of Labor and Industries label for its occupancy or use.

### THE SITE PLAN SHALL CLEARLY SHOWING THE FOLLOWING: (All items will be checked before acceptance)

10. Scale and north arrow.
11. Location, identification and dimensions of all buildings, property lines, streets, alleys and easements. Indicate condition of all public right-of-ways and submit verification of rights to use easements.
12. Off-street parking layouts and driveways showing circulation and paving.
13. Show new and existing curbs, gutters, sidewalks, street paving, storm drainage, and submit storm drainage calculations.
14. Show fire hydrant locations (new and existing) within 300 feet of building.

15. Show lighting and sign standards (new and existing).
16. Location of garbage containers and recycling collection center.
17. Landscaped areas.
18. Grading plan required, showing proposed and existing contours and elevations of site.

**GENERAL NOTES MUST INCLUDE THE FOLLOWING: (Preferably on cover sheet)**

19. The full name of the project.
20. The name, address and telephone number of owner and agent(s).
21. The area, in square feet or acres, of the project site.
22. The existing zoning of the project site.
23. The seismic zone (Zone #3) of the project site.
24. The floor, roof and wind design loads.
25. The proposed use of the building.
26. The IBC designation of occupancy group.
27. The IBC type of construction of proposed building.
28. The area of the building in square feet.
29. The occupancy load (maximum capacity) of the building.

**NOTES – PLANS WILL NOT BE ACCEPTED FOR  
A PERMIT WITHOUT THE FOREGOING INFORMATION.**

- \*\* After each section has approved the proposed construction, the required permits will be issued and the builder's copy of the approved plan turned over to the applicant. THE BUILDER'S COPY MUST BE AVAILABLE TO INSPECTORS AT THE JOB SITE AT ALL TIMES.
- \*\* Separate permits are required for, but not limited to, plumbing, electrical, septic tanks, signs, refrigeration equipment, sewer hook-ups and off-site improvements, such as sidewalks, curbs and gutters, water mains, curb cuts for driveways, storm drainage, street lighting and street signs.
- \*\* The Building Inspection/Permits Section will be responsible for the inspection and enforcement of requirements of building, plumbing, heating, electrical, occupancy, fire resistive construction, parking, signs and any other building requirements not specifically provided for below.
- \*\* The Fire Department will be responsible for the inspection and enforcement of requirements for fire alarm systems, fire extinguishing systems, fire hydrants, fire lane access and fire exits.
- \*\* The Public Works Inspection/Permits Section will be responsible for the inspection and enforcement of requirements for grade and drainage, curbs, gutters, sidewalks, access and egress from parking areas, water service, sanitary sewers, sidesewers, storm drainage, street lighting, and street signs.
- \*\* A Certificate of Occupancy will not be issued until all departments have given final approval.

SUBMITTAL REQUIREMENTS

## CONSTRUCTION PERMIT APPLICATION

PER ORDINANCE NO. 4345

Planning Division | Development Engineering Section  
1055 S Grady Way – Renton, WA 98057  
Phone: (425) 430-7200 | [www.rentonwa.gov](http://www.rentonwa.gov)

1. Fill out Construction Permit Application form and Construction Permit Cost Breakdown form. It is required that you provide your best estimate on the cost of proposed improvements to water (if the project has City of Renton water service), wastewater (if the project has City of Renton wastewater service), stormwater, and transportation facilities, both on-site and off-site.
2. Pay the inspection/approval fee, as determined on the attached Construction Permit Cost Breakdown form, at the 6th floor Customer Service Counter of Renton City Hall. You may call (425) 430-7266 beforehand to verify the fee. You will be given a receipt for the payment.
3. Deliver a copy of the inspection/approval fee receipt to the 6th floor Customer Service Counter of Renton City Hall along with your sets of utility plans.
4. At permit issuance, a 3% Technology Surcharge Fee will be added to all permit fees. This fee will **NOT** be collected at the time of plan submittal.

**CONSTRUCTION PERMIT APPLICATION**

Planning Division | Development Engineering Section

Phone: (425) 430-7200 | [www.rentonwa.gov](http://www.rentonwa.gov)

☐ New Building ☐ Addition to Existing ☐ Tenant Improvement

Project Address: \_\_\_\_\_

Work Description: \_\_\_\_\_

King County Tax Assessor Number: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Square Footage of Entire site \_\_\_\_\_ Impervious Area \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone/Fax: \_\_\_\_\_

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Phone/Fax: \_\_\_\_\_

When applying for redevelopment, credit

Water meter size: \_\_\_\_\_ Account No: \_\_\_\_\_

Information provided by Utility Billing (425) 430-6852

**This application does not constitute a permit to work.**

**Work is not to commence until a construction permit is issued.**

I certify that the information on this application is accurate to the best of my knowledge and I will be responsible for any additional fees resulting from a different valuation.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

DEVELOPMENT ENGINEERING CONSTRUCTION PERMIT INSPECTION/APPROVAL  
FEE CALCULATION WORKSHEET

50% INSPECTION/APPROVAL FEES PER ORDINANCE NO. 4345

PROJECT NAME: \_\_\_\_\_

1. Estimate the total cost of offsite and onsite improvements for water lines (for City of Renton water service), sewer lines (for City of Renton sewer service), stormwater facilities, and roadway improvements for your project. Enter estimated costs in items (A) through (D) below.

(A)	Water	\$ _____
(B)	Sewer	\$ _____
(C)	Stormwater (Includes On-Site Pavement)	\$ _____
(D)	Roadway (Street, sidewalks, street lighting, etc.)	\$ _____
(E)	Total Improvements (A) + (B) + (C) + (D) = (E)	\$ _____

2. Calculate 50% inspection/approval fee for total improvements, as follows:

(F)	3% of First \$150,000 of (E)	\$ _____
(G)	2.5% of over \$150,000 but less than \$300,000 of (E)	\$ _____
(H)	2% of over \$300,000 of (E)	\$ _____
(I)	Total 50% Inspection/Approval Fee: (F) + (G) + (H) = (I)	\$ _____

3. Breakdown of 50% Inspection/Approval Fees is performed as follows:

(J)	50% Water Fee $((A) \div (E)) \times (I) = (J)$	\$ _____
(K)	50% Sewer Fee $((B) \div (E)) \times (I) = (K)$	\$ _____
(L)	50% Stormwater Fee $((C) \div (E)) \times (I) = (L)$	\$ _____
(M)	50% Roadway Fee: $((D) \div (E)) \times (I) = (M)$	\$ _____

4. Check: Make sure  $(J) + (K) + (L) + (M) = (I)$  \_\_\_\_\_

**SAMPLE CALCULATION**

DEVELOPMENT ENGINEERING CONSTRUCTION PERMIT INSPECTION/APPROVAL  
FEE CALCULATION WORKSHEET

50% INSPECTION/APPROVAL FEES PER ORDINANCE NO. 4345

PROJECT NAME: XYZ Apartments

1. Estimate the total cost of offsite and onsite improvements for water lines, sewer lines, stormwater facilities, and roadway improvements for your project. Enter estimated costs in items (A) through (D) below.

(A)	Water	\$ 45,000
(B)	Sewer	\$ 20,000
(C)	Stormwater (Includes On-Site Pavement)	\$ 108,000
(D)	Roadway (Street, sidewalks, street lighting, etc.)	\$ 62,000
(E)	Total Improvements $45,000 + 20,000 + 108,000 + 62,000 = 235,000$	\$ 235,000

2. Calculate 50% inspection/approval fee for total improvements, as follows:

(F)	3% of First \$150,000 of (E) $.03 \times 150,000 = 4,500$	\$ 4,500
(G)	2.5% of over \$150,000 but less than \$300,000 of (E) $.025 \times 85,000 = 2,125$	\$ 2,125
(H)	2% of over \$300,000 of (E)	\$ 0
(I)	Total 50% Inspection/Approval Fee: $4,500 + 2,125 + 0 = 6,625$	\$ 6,625

3. Breakdown of 50% Inspection/Approval Fees is performed as follows:

(J)	50% Water Fee $(45,000 \div 235,000) \times 6,625 = 1,268$	\$ 1,268
(K)	50% Sewer Fee $(20,000 \div 235,000) \times 6,625 = 564$	\$ 564
(L)	50% Stormwater Fee $(108,000 \div 235,000) \times 6,625 = 3,045$	\$ 3,045
(M)	50% Roadway Fee: $(62,000 \div 235,000) \times 6,625 = 1,748$	\$ 1,748

4. Check: Make sure  $1,268 + 564 + 3,045 + 1,748 = 6,625$

\$ 6,625